

PROGRESSIVE PULL-TAB GUIDELINES

- A. Organization must initially setup a separate, non-interest bearing, checking account entitled “Progressive Pull-Tab Account”.
- B. Initial deposit shall be a minimum \$500 and may be transferred by check from the “Charitable Gaming Account”. Transfer will be reflected on the quarterly report as a transfer to the Progressive Pull-Tab Account on line 25 as an adjustment.
- C. Minimum balance is equal to \$500 or the organization’s average weekly jackpot contribution(s), whichever is greater. The minimum balance is in addition to the contribution amounts required to be deposited into the progressive account.
- D. Organization that offers progressive pull-tabs at a particular session shall maintain all the information as required in LAC 42:I.1775.
- E. Organization that offers progressive pull-tabs will use the “Model Accounting System” forms to account for the sale of all progressive pull-tabs sold during a particular session. Monies collected, less cash payouts, shall be deposited along with the regular session deposit.
- F. All progressive jackpot winners must be paid by check written from the separate “Progressive Pull-Tab Account”, regardless of the amount won (excluding instant winners and consolation prizes).
- G. All progressive pull-tab deals completely sold during a particular session will be noted on the session records (Pull-Tab Manager Statement) and a record of the serial number(s) and the dollar amount of each jackpot contribution(s) will be maintained.
- H. An amount of total progressive pull-tab jackpot contribution(s) per session shall be transferred into the “Progressive Pull-Tab Account” no later than the **second** banking day. This contribution amount shall be transferred into the progressive pull-tab account by check written from the “Charitable Gaming Account”.
- I. Total progressive pull-tab contribution(s) per session will be included on the quarterly report as part of line 4B, pull-tab cost of prizes, during the quarter the progressive pull-tabs were sold.
- J. Any expenses relating to the “Progressive Pull-Tab Account” should be considered expenses of the Charitable Gaming activity. Bank charges, check charges, etc. should be considered Charitable Gaming expenses. A check or transfer from the “Charitable Gaming Account” should be deposited into the “Progressive Pull-Tab Account” to cover these expenses. Report these expenses on the Organization’s Quarterly on line 19, Bank Charges.
- K. If an Organization wishes to discontinue selling progressive pull-tabs, they must award all prize money assigned to the “Progressive Pull-Tab Account” to the players. Once all prize monies have been awarded, the remaining balance (minimum balance from #C above) must be transferred in the “Charitable Gaming Account” and then the account can be closed. Transfer will be reflected on the quarterly report as a transfer from the Progressive Pull-Tab Account on line 25 as an adjustment.

February 2004